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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12097166
Procuring Entity BASES CONVERSION AND DEVELOPMENT AUTHORITY - MAIN
Title PROCUREMENT OF VARIOUS COMMON OFFICE SUPPLIES FOR THE 2nd QUARTER 2025
Area of Delivery Metro Manila

Solicitation Number:	BG2025-020-1684	Status	Awarded
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods		
Category:	Office Equipment Supplies and Consumables	Bid Supplements	0
Approved Budget for the Contract:	PHP 144,831.58		
Delivery Period:	30 Day/s	Document Request List	23
Client Agency:			
Contact Person:	Vicenta M. Natividad Corporate Services Officer III BCDA Corporate Center 2nd Floor, Bonifacio Technology Center, 31st St., cor 2nd Ave Bonifacio Global City, Taguig City Metro Manila Philippines 1634 63-2-5751784 63-2-5751785 vmnatividad@bcda.gov.ph	Date Published	04/06/2025
		Last Updated / Time	09/07/2025 10:02 AM
		Closing Date / Time	10/06/2025 17:00 PM

Description

PROCUREMENT OF VARIOUS COMMON OFFICE SUPPLIES FOR THE 2nd QUARTER 2025
(DETAILED REQUIREMENTS, PLEASE SEE THE ATTACHED REQUEST FOR QUOTATION (RFQ) FOUND IN ASSOCIATED COMPONENTS)

APPROVED BUDGET : PHP144,831.58 (INCLUSIVE OF ALL APPLICABLE TAXES)

Prospective suppliers who will bid above the ABC will be disqualified.

The contract shall then be awarded to the supplier with the Lowest Calculated Bid during the evaluation procedure.

Delivery Area: BMHI Office, Pamayanang Diego Silang, Brgy. Ususan, C5 Road, Taguig City

(You may use the attached pro-forma RFQ-Request for Quotation found in Associated Components for your Quotation)

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Supplies	Various Common Office Supplies	1	Lot	144,831.58

Other Information

Other Information

IMPORTANT:

You may submit your quotation together with the following documentary requirements to BCDA Reception Area, 2/F Bonifacio Technology Center, Bonifacio, Global City, Taguig or email to vmnatividad@bcda.gov.ph;

- 1) Valid Mayor's Permit
- 2) Notarized Omnibus Sworn Statement
- 3) PhilGEPS Registration Certificate
- 4) BIR Registration Form 2303
- 4) Income/Business Tax Return if the ABC is above 500k

Note:

Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the notarized Omnibus Sworn Statement (OSS) within 5 working days upon notification of Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

BCDA reserves the right to accept and reject any or all of the quotations received formally, waive minor defects in forms and requirements, or to accept quotations/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

TERMS AND CONDITIONS:

Price: Inclusive of all applicable taxes

Payment: Thirty (30) working days

Delivery: Please specify ____ (calendar days)

Validity of price: One (1) month

Created by Vicenta M. Natividad

Date Created 03/06/2025

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